



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

7/31/14

Anita Stoner
109 College Street
Peterson, Iowa 51047

Dear Child Care Provider,

This letter is in regards to the 7/29/14 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards. *Bathroom on main floor needed fixtures and flooring scrubbed/cleaned. See additional specific areas listed below that were not in compliance at the time of the 7/29/14 in home compliance check.*

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child. *As we discussed, there were containers of oil and charcoal lighter fluid within reach of children either in the entry way or outside.*

☐ 110.5(1)e All accessible electrical outlets are safely capped. *As we discussed, not all of your outlets had covers on them at the time of the home visit including the one in the dining room.*

☐ 110.5(1)g Safety barriers are at stairways and doors as needed. *As we discussed, you did not have a gate or barrier for the stairs that access the second floor in the living room area.*

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year. *As we discussed, there were tools, charcoal lighter fluid, a screw in the ground dog anchor that were within reach of children outside, there was a pile of wood and metal pieces in the back yard area next to play area that the children could access. There was also a branch trimmer and containers of oil, that were within reach of children, in the entry area to the home that the children used.*

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials. *See 110.5(1)h for details*

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. *As we discussed, you did not have smoke detectors installed at the time of the visit in the living room, dining room, or kitchen.*

☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations. *See 110.5(1)n for details*

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes. *As we discussed, you need to record monthly tests of the smoke detectors and this was not up to date.*

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☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites. *As we discussed, not all of your dogs and cats were current on their annual exams or immunization records.*

☐ 110.5(1)v The provider has written policies about responding to health-related emergencies. *As we discussed, you need to have a written policy of how you will respond to health-related emergencies, suggestions of what to include were provided to you on 7/29/14.*

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains: *As we discussed at the 7/29/14 home visit, you need individual files with information on each of the following areas as listed on all children in your care. You had some of the information in different envelopes but not all of the required documentation. Also for future reference, this documentation is to be updated annually or sooner if there are changes.*

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

[Type text]

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

☐ 110.5(9)a Gives careful supervision at all times. *As we discussed, you cannot use the second story of your home for any childcare unless you have two exits from the second floor that terminate at grade level with permanent steps. You signed a plan stating that all child care will be done on the main floor of your home on 7/29/14. There were 3 children sleeping upstairs while you were on the main level of the home when this worker did the home visit. There were also children playing outside while you were inside of the home. You agreed to be outside supervising anytime children are outside.*

110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"

☐ 110.9(3) Facility requirements

☐ 110.9(3)c If the second story or basement are used for childcare, other than the use of a restroom, there is, in addition to one inside stairway, at least one direct exit to the outside. *As we discussed and is listed above under 110.5(9)a above, you signed a plan to not use your upstairs for any type of child care as there is not a second exit that terminates at grade level. You said this was started 7/30/14.*

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: 9/19/14

X _____
Signature Date

Please do not hesitate to contact me at DHS at 712-792-4391 if you have any questions regarding this letter.

[Type text]

Sincerely,

Linda Paulson
Social Worker II

A handwritten signature in blue ink that reads "Anne Matthai". The signature is written in a cursive, flowing style.

Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 712-330-6869. You have already been in contact with Lori Dingle of CCR&R to set up an appointment.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).